

RFI Details

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	1
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time	Finish Time		
03/11/2020 10:30:00 CDT	03/19/2020 14:30:00 CDT		

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Joshua Polk

Contact:
Phone:
Email: Joshua.Polk@tn.gov

Event Description

PRE-RESPONSE CONFERENCE NOTIFICATION

READ THE ENTIRE Request for Information (RFI), including the Event Details, Specifications, Terms and Conditions and any other attachments.
If the Review and bid on this event link included in the e-mail notification does not work, please go to <https://supplier.edison.tn.gov>. Click on the link that says Supplier Portal Home Page and then log in with your supplier ID and password. Click on the event under the Events box.

Note: Information at the pre-bid will be displayed electronically. No paper copies will be provided. Attendees are advised to prepare copies of the attached event documents for their use at the pre-bid.

This is not a bid request; this is a request for information. Request for Information (RFI)

Conference: Pre-Bid Conference

Title: SWC 375 Institutional Clothing

Date: 3/19/2020

Time: 2:30 PM CST

Conference Call-in: 615-253-0078

Due to Covid-19, this Pre-Bid Conference will be a conference call-in ONLY. Please find the call in number above and call in at the appropriate time.

If you have questions, please contact the Solicitation Coordinator Josh Polk at (615) 360-4460 or Joshua.Polk@tn.gov or call the Central Procurement Office main number at (615) 741-1035.

Factor Summary

Question	Response
Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved. Confirm below that you have completed this attached form by choosing, "Yes."	

Required: Yes Mandatory ResponseNo

Response Comments

I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid.

IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.

Required: Yes Mandatory ResponseYes

RFI Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	2
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time	Finish Time		
03/11/2020 10:30:00 CDT	03/19/2020 14:30:00 CDT		

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Joshua Polk

Contact:
Phone:
Email: Joshua.Polk@tn.gov

Response Comments

Authorized Users: Local Governments, Private Non-Profit Institutions of Higher Education and Eligible Non-Profit Agencies

The purpose of this Invitation to Bid/Sourcing Event is to establish a source or sources of supply for all state agencies, local governmental units within the geographic limits of the State of Tennessee, any private nonprofit institution of higher education chartered in Tennessee, and any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3) as amended and which contracts with the Department of Mental Health and Substance Abuse Services or the Department of Intellectual and Developmental Disabilities to provide services to the public (Tenn. Code Ann. § 33-2-1001). The resulting contract will be open to these governments unless a letter is attached to your bid, addressed to the Central Procurement Officer, requesting exemption to this allowance.

Purchases by local governmental units, private institutions of higher education, and authorized corporations are encouraged but are optional with those agencies, private institutions of higher education, and corporations.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Authorized Users. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to

all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);

- Tennessee local governmental agencies;
- members of the University of Tennessee or Tennessee Board of Regents systems;
- any private nonprofit institution of higher education chartered in Tennessee; and,

- any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own

RFI Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	3
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time	Finish Time		
03/11/2020 10:30:00 CDT	03/19/2020 14:30:00 CDT		

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Joshua Polk
Phone:
Email: Joshua.Polk@tn.gov

procurement policies and procedures. The State is not responsible or liable for the transactions between Contractor and Authorized Users. Note: If "no", attach exemption request addressed to the Central Procurement

Please list the following information regarding your company's contract administrator.

List the Contract Administrator's Name

List the Contract Administrator's Address

List the Contract Administrator's Phone Number

List the Contract Administrator's Toll Free Phone Number

List the Contract Administrator's Pager or Cell Number

List the Contract Administrator's Email Address

List the Contract Administrator's Website

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Vendor Contract Administrator

The bidder shall list their company's Contract Administrator. The Contract Administrator shall be the contact person for all questions regarding the contract. Note: The bidder can attach a list of alternate personnel to contact to the bid.

The respondent shall indicate whether or not they plan to sub-contract:

No: The respondent does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s):

Attach list of additional subcontractors to the bid, including the following for each subcontractor.

List the Sub-Contractor's Name

List the Sub-Contractor's Address

List the Sub-Contractor's Contact Person

List the Sub-Contractor's Phone Number

Required: Yes Mandatory ResponseNo

RFI Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	4
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time	Finish Time		
03/11/2020 10:30:00 CDT	03/19/2020 14:30:00 CDT		

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Joshua Polk
Phone:
Email: Joshua.Polk@tn.gov

Response Comments

Associated Terms:

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

Please provide the brand and model names of the goods included in this bid:

Required: Yes Mandatory ResponseNo

Response Comments

List the return goods policy:

Required: Yes Mandatory ResponseNo

Response Comments

How many days after receipt of purchase order will it take you to deliver this item?

Required: Yes Mandatory ResponseNo

Response Comments

The bidder shall indicate their standard warranty period

List the Standard Warranty Period

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Warranty Period
Bidder shall indicate their standard warranty period

RFI Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	5
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time	Finish Time		
03/11/2020 10:30:00 CDT	03/19/2020 14:30:00 CDT		

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Joshua Polk

Contact:
Phone:
Email: Joshua.Polk@tn.gov

Bidder shall enter Catalog Title and Effective Date of Catalog Bid.

Required: Yes Mandatory ResponseNo

Response Comments

Please enter the percentage bid for catalog items as specified.

Note: Enter the percentage as a decimal. Do not use a minus sign (-) or a plus sign (+).

Examples:

-10% = .9

0% = 1.0 (net cost)

+10% = 1.1

Required: Yes Mandatory ResponseNo

Response Comments

Does the discount listed on this line include all items in the above catalog listed for this line?

Required: Yes Mandatory ResponseNo

Response Comments

A link to the Central Procurement Office's surveying tool is included in the Event Attachments. We ask that you take a few short minutes to complete this survey. The purpose of this survey is to strengthen procurement processes of the Central Procurement Office (CPO) by capturing Vendor/Bidder assessments of, and actionable comments on, the process put in place by the Central Procurement Office. Your responses will remain anonymous, and will have no bearing or consideration in the awarding of this procurement.

Required: No Mandatory ResponseNo

Response Comments

RFI Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	6
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time	Finish Time		
03/11/2020 10:30:00 CDT	03/19/2020 14:30:00 CDT		

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Joshua Polk

Contact:
Phone:
Email: Joshua.Polk@tn.gov

Please answer yes or no to the following. If YES, describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;

(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and

(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

Required: Yes Mandatory ResponseNo

Response Comments

If the respondent is not registered with the Secretary of State's Office, it will be given seven (7) business days to become registered or the bid will be rejected.

Please provide Secretary of State issued ID Number

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Prior to award and during the contract period, a corporation must be registered and be in good standing with the Secretary of State's Office. The following is the contract information for the Secretary of State's Office: State of Tennessee, Department of StateAttn Business Filings and Information312 Rosa L Parks Ave 6th Floor, WRS Tennessee TowerNashville TN 37243-1102Email: TNSOS.CORPINFO@tn.govWebsite: <https://sos.tn.gov/business-services/business-entity-filings>Bid event respondents will be granted seven (7) business days from the date of bid submission to register with the Secretary of State or bid response will be rejected.

RFI Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	7
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time	Finish Time		
03/11/2020 10:30:00 CDT	03/19/2020 14:30:00 CDT		

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Joshua Polk
Phone:
Email: Joshua.Polk@tn.gov

Enter the amount and location of your inventory in the space provided below.

List the Average Inventory's Dollar Amount
Describe the Type of Products in the Inventory
List the Location of the Inventory

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Inventory

Bidders must have or have available for their own use an inventory of products or supplies sufficient to make shipment within the time stated for delivery. Enter the amount and location of your inventory in the space provided below.

RFI Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	8
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time		Finish Time	
03/11/2020 10:30:00 CDT		03/19/2020 14:30:00 CDT	

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Joshua Polk
Phone:
Email: Joshua.Polk@tn.gov

RFI Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	9
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time		Finish Time	
03/11/2020 10:30:00 CDT		03/19/2020 14:30:00 CDT	

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Joshua Polk

Contact:
Phone:
Email: Joshua.Polk@tn.gov

Bidder Information

Firm Name:		
Name:	Signature:	Date:
Phone #:	Fax #:	
Street Address:		
City & State:	Zip Code:	
Email:		

RFI Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011428	RFI	RFx	10
Event Round	Version		
1	1		
Event Name			
SWC 375 - Institutional Clothing			
Start Time	Finish Time		
03/11/2020 10:30:00 CDT	03/19/2020 14:30:00 CDT		

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - CPO
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States

Contact: Joshua Polk
Phone:
Email: Joshua.Polk@tn.gov

Appendix B - Terms & Conditions

1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal.

If the information will be submitted in writing please mail to the following address:

Department of Finance and Administration
312 Rosa L. Parks Ave.
21st Floor Tennessee Tower
ATTN: Supplier Maintenance
Nashville, TN 37243

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016